



**Fiscal Year 2019
Community Development Block Grant Program
Funding Request**

Cover Sheet

Organization	City of Lakewood, Division of Community Development
Organization Type	Municipal Government
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Project/Program Name	Commercial Property Revitalization (Storefront) Program
Total FY19 Project Budget	\$314,775
FY19 CDBG Funding Request(s)	\$300,000

Abstract

The Commercial Property Revitalization Program is designed to rehabilitate and restore properties along our commercial corridors. The program helps building and business owners make much needed improvements to many of the historic structures in Lakewood and subsequently has allowed Lakewood to maintain a large number of traditional commercial structures reminiscent of our streetcar suburb past, while updating them to the needs of today. Restoration of these historic commercial structures often have unforeseen costs for electrical, plumbing, and HVAC, that can quickly make a project financially unfeasible. Our program not only helps pay for those added costs, but provides owners with a significant financial incentive to maintain their properties.

For immediate impact on a smaller scale, the Façade Improvement Program provides up to \$2,500 in assistance to install new signage, lighting, awnings, and landscaping. The purpose of this program is to incentivize new and creative signage, while updating the facades of our local businesses. The reconstruction of Madison Avenue has increased inquires for assistance from the program and demand remains high.

Summarize the program for which your organization is seeking CDBG support including Agency Name & Mission; Program Name & Description; Community Needs Addressed; Target Population; Services Offered; Anticipated FY19 Outcomes & Beneficiaries (Total & Low-Moderate Income); Total Project Costs; and FY19 CDBG Funding Request

**Lakewood Division of Community Development
Commercial Property Revitalization Program**

CDBG Eligibility Criteria

The **City of Lakewood Division of Community Development's** *Commercial Property Revitalization Program* satisfies the following CDBG eligibility criteria and is therefore suitable for CDBG funding consideration.

CDBG National Objective

Slum Blight Area Basis (SBA): Activities that aid in the prevention or elimination of slums, blight, or physical decay in a HUD-designated slum/blight area.

CDBG-Eligible Activity Category

Rehabilitation (Commercial): Rehabilitation of commercial/industrial structures; restricted to façade improvements and the correction of interior code violations.

HUD-Designated Performance Objective

- Create Economic Opportunities

HUD-Designated Performance Outcome

- Sustainability
- Availability/Accessibility

Project Narrative

1. Unmet Community Needs & Service Gaps Addressed

The Commercial Revitalization Program provides needed financial support to incentivize the rehabilitation of structures along our commercial corridors. Without this funding, many buildings would not receive much-needed updates. This program incentivizes investment in historic structures to ensure long-term sustainability.

2. Geographic Service/Target Areas

Properties located on Detroit and Madison Avenues, Berea Road and W. 117th Street are eligible to participate in the program.

3. Primary Goals & Objectives

The goal of the Commercial Revitalization Program is to support the rehabilitation of commercial buildings along our commercial corridors to ensure long term sustainability both the structure and the business. The City intends to continue to support small businesses and building owners as they invest in Lakewood.

4. Activities Undertaken

The storefront renovation program offers 3 different options for assistance:

- Rebates up to 40% of total eligible costs, not to exceed a maximum of \$30,000 per project.
- Façade Improvement Program provides up to \$2,500 in assistance to install new signage, lighting, awnings, and landscaping
- 0% loan up to 80% of eligible cost, or a maximum of \$50,000 per project. In addition, minor rebates available for architectural fees, signage, and exterior accessibility improvements designed to use best efforts to meet ADAAG guidelines, and electrical code improvements.

Most projects must be approved by the Architectural Board of Review before construction begins. Once approved, applicants submit all invoices and proof of payment at the conclusion of construction to receive a reimbursement of expenses.

5. Outreach/Marketing Efforts & Strategy for Selecting & Prioritizing Storefront Projects

The location and potential impact of the project factor into our decision on whether to fund a project. Projects with greater architectural impact, historic restoration, and/or innovative signage are preferred.

Most projects enter the program as a result of contact with Planning & Development staff when they are seeking a space for the business or when the project comes before Architectural Board of Review.

6. Coordination with Complimentary Community Revitalization Efforts

We work closely with Lakewood Alive, Chamber of Commerce and local business merchant associations to help spread the word about the program and to give design guidance. We also have worked with financial institutions to help finance projects. Our rebate allows borrowers to qualify for a larger loan than they would otherwise be able to obtain.

7. Projected Outcomes

Outcome Indicator	Projected Outcome
Applications Processed	17
Projects Initiated	7
Grants Issued (#)	7
Grants Issued (\$)	\$300,000

8. Past Performance

Year	# Grants	Dollar Amount
FY15	19	\$341,357
FY16	14	\$253,605
FY17	10	\$245,257
FY18 (ytd)	5	\$239,355
Total	48	\$1,079,574

9. Program Staff

Job Title	Hours/Week Devoted to Program	% CDBG Funded	Brief Summary of Responsibilities
Mary Leigh, Programs Manager	2 - 4	90%	Manage DCD residential and commercial rehab programs, First Time Homebuyer Program, financial management of program income
Alex Harnocz, City Planner	4 - 6	70%	Process Storefront and Façade Rehabilitation grants

10. Implementation Schedule

Milestone	Completion Deadline
Quarterly Report	April 2019
Quarterly Report	August 2019
Review Program Guidelines	September 2019
Quarterly Report	December 2019

11. Program Evaluation Methodology & Criteria

We evaluate our program based upon the leveraged funds and the impact of each project on the adjacent neighborhood and corridor.

12. FY19 Budget

Expenses

Expenditure Type	Amount	% Budget
Salaries & Fringe Benefits	\$14,775	4.7%%
Storefront Grants	\$300,000	95.3%
Total FY18 Budget	\$314,775	

Funding Sources

Source	Amount
FY18-19 CDBG Carry Forward	\$14,775
FY19 CDBG Request	\$300,000
Total	\$314,775